



## **STAFF REPORT**

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### **Report on Belmont Library**

December 9, 2003

Honorable Mayor and Members of the City Council:

**Summary:** The purpose of this report is to provide an update from the Library Steering Committee and architect on the status of the project, and seek concurrence on the project direction.

#### **Background and Discussion:**

On July 22, 3003, City Council directed the Library Steering Committee to proceed to the schematic design stage with a revised "L" shaped project concept and two sizing options: 18,000 and 21,000 square feet.

The schematic design stage was contemplated to produce a well-defined, reasonable concept into a spatial definition where the scope, scale, design and relationship among the components of the projects are shown.

#### **Community Meetings**

The schematic design stage included two community wide meetings, as well as a separate meeting for key interested parties, which included members of the previous steering committee, neighbors living within 300 ft. of the library site and members of the Friends of the Belmont Library.

To date, one of two community meetings and the interested parties meeting have been held. At those meetings, the exterior and interior character of the building was presented. The basic concepts for the design have been enthusiastically received.

Following those meetings, an updated design has been developed in response to the suggestions made by interested members of the public and are incorporated into the designs attached to this report.

Belameda Park Development and the Parks & Recreation Commission

Based on input from the community meetings, the architects, members of the Steering Committee, and Parks & Recreation Director Karl Mittelstadt, the site plan has been developed to provide two new play areas, an entry plaza, areas for outdoor reading and picnics, and accessible walkways.

Parks & Recreation Director Karl Mittelstadt will be bringing the site plan for Belameda Park to the Parks & Recreation Commission for approval on January 14, 2004.

Planning Commission

The project was submitted to the Planning Department on November 23<sup>rd</sup> for a conditional use permit, which is required in order to allow the building with the proposed site coverage to be built within its agricultural zoning, design review and grading permits. To facilitate review and approval of the application, a single project design of 21,000 square feet was submitted. Should funding dictate a smaller facility size, the approvals would still be valid. Planning staff will develop a revised negative declaration of environmental impact. It is anticipated that the Planning Commission will review these applications tentatively scheduled for February 17, 2004.

Project Schedule

<i>Item</i>	<i>Approximate Dates</i>
Design Development <sup>(1)</sup>	February 1, 2004 - April 20, 2004
Construction Documents	April 21, 2004 – August 20, 2004
Submittal for Building Permit	August 20, 2004 – October 1, 2004
Bid Period	October 1, 2004 – November 15, 2004
Construction begins	January 2, 2005
Opening date	April 1, 2006

<sup>(1)</sup> Once the necessary approvals are in place, City Council will be asked to authorize the architects to proceed with the design development and construction document phases of the work.

Project Funding

The Library Steering Committee is currently working with the Friends of the Belmont Library in developing a policy on project fundraising. The Library Steering Committee is also discreetly pursuing private fund-raising sources.

Deliverables

The final products of this phase include architectural, civil, landscape, structural, mechanical and electrical plans and outline specifications, and a construction cost estimate will be prepared during the month of December.

**Fiscal Impact:** There is no fiscal impact for adopting the recommendation in this report. The project is budgeted.

**Public Contact:**

Several community meetings have been held. A final meeting is planned for December 11, 2003 at 7:00 p.m. at the Library. This item was noticed and the Friends of the Belmont Library are aware of tonight's action.

**Recommendation:** Adopt design as proposed and authorize proceeding with application to Planning Commission and Parks & Recreation Commission.

**Alternatives:**

1. Revise plans.
2. Refer back to staff with direction.

**Attachments:**

1. Site Plans
2. Floor Plans
3. Elevations
4. Interior and Exterior Perspective Rendering
5. Proposed Project Schedule

Respectfully submitted,

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Thomas Fil, Finance Director

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Jere Kersnar, City Manager

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